



# County of Albany

Harold L. Joyce  
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Building  
112 State Street - Albany,  
NY 12207

## Legislation Text

**File #:** TMP-7453, **Version:** 1

### REQUEST FOR LEGISLATIVE ACTION

**Description (e.g., Contract Authorization for Information Services):**

CONTRACT AUTHORIZATION FOR BILLING, ACCOUNT RECEIVABLE AND COLLECTION SERVICES AT SHAKER PLACE REHABILITATION AND NURSING CENTER.

Date: 05/26/2026  
Department: Shaker Place Rehabilitation and Nursing Center  
Attending Meeting: Mark S. Olsen  
Submitted By: Shawn Thelen  
Title: Deputy Executive Director  
Phone: 518-447-7108

Purpose of Request: Contract Authorization 5 Years

### CONTRACT TERMS/CONDITIONS:

Party Names and Addresses: Superior Back Office Solutions, LLC  
260 Central Avenue, Suite 411  
Lawrence, NY 11559  
Term: (Start/end date or duration) 08/01/2026 - 07/31/2031  
Amount/Raise Schedule/Fee: \$1,210,095.00

### BUDGET INFORMATION:

Is there a Fiscal Impact: Yes  No   
Anticipated in Budget: Yes  No   
Spreadsheet attached: Yes  No

### Source of Funding - (Percentages)

Federal: Enter text. County: 100  
State: Enter text. Local: Enter text.

### County Budget Accounts:

Revenue Account and Line: Enter text.  
Revenue Amount: Enter text.  
Appropriation Account and Line: NH 6020 44069  
Appropriation Amount: Enter text.

### ADDITIONAL INFORMATION:

Mandated Program/Service: Yes  No   
If Mandated, Cite Authority: Enter text.

Request for Bids / Proposals:

Competitive Bidding Exempt: Yes  No

# of Response(s): 6

# of MWBE: 2

# of Veteran Business: 0

Bond Resolution No.: Enter text.

Apprenticeship Program Yes  No

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: Enter text.

**DESCRIPTION OF REQUEST:** (state briefly why legislative action is requested)

This request is for the billing, account receivable and collection services at Shaker Place Rehabilitation and Nursing Center. A Request for Proposal (RFP) was issued for these services with six (6) respondents answered the RFP. Superior Back Office Solutions, LLC was the highest rated respondent to the RFP. The contract request is for five (5) years commencing August 1<sup>st</sup>, 2026 and continuing through until July 31<sup>st</sup>, 2031.